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**THE CITY OF HARRISBURG**  
**DEPARTMENT OF PARKS AND RECREATION**

1. Department Overview and Background

The Department of Parks and Recreation of the City of Harrisburg was established by City Council ordinance in 1973. Prior to that time, the responsibilities of the Department fell within the jurisdiction of the Bureau of Recreation, Department of Community Development. Since that time, the Department of Parks and Recreation has been its own entity, now located in the Dr. Martin Luther King, Jr. City Government Center, 10 North Second Street, Suite 401, Harrisburg, PA 17101-1686. The department also maintains a field office (commonly referred to as the Park Shop) off Cameron Street, where most vehicles, equipment, and lawn care items are stored, and Bureau of Recreation offices in the newly restored Mansion in Reservoir Park.

This Department serves a multitude of functions, which include, but are not limited to, the following: provides comprehensive programming for year-round recreational sites; staffs seventeen recreation sites, two City pools, and one City Island Beach facility during summer months; maintains 450+ acres of parks and playgrounds owned and operated by the City; plans and prepares for all Special Events and visiting dignitaries; publishes a monthly City Calendar of area events; maintains 50,000 shade trees located on public property; assists the Department of Public works during emergencies and special assignments, i.e. snow removal and water-line breaks; and oversees all construction activities ranging from restoration of historically significant structures and formal gardens to rehabilitation of existing recreational facilities and the creation of new facilities. Since the functions of the Department are numerous yet diverse, each requiring special areas of expertise, three Bureaus were created within the Department: the Office of the Director, the Bureau of Recreation, and the Bureau of Parks Maintenance. Each Bureau has a supervisor who is responsible for tending to staff needs and overseeing the daily operations of his/her Bureau. These individuals report to the Director, who is responsible for overseeing all functions implemented by each Bureau. The Director/Department Head reports to the Mayor, and, when applicable, to City Council.

Each Bureau has a staff complement ranging from 3-110 individuals who are responsible for implementation of the specific functions outlined for that Bureau. Staff members range from temporary seasonal help to permanent full-time positions. The Department of Parks and Recreation presently has thirty-five full-time and thirty part-time positions. During the summer months, the Bureau of Recreation employs 100 area residents to assist with programming on scheduled recreation sites. The office of the Director has ten full-time employees to carry out its responsibilities, which now include a Park Ranger Corp. The Bureau of Parks Maintenance has nineteen full-time employees, a City Island Superintendent/Assistant Park Maintenance Director, a Head Groundskeeper and a Parks Maintenance Director. This is a significant decrease from 1974, when the Bureau had forty-two full-time employees, and from 1981, when, with assistance from the CETA program, the Department had fifty-eight employees.

Although the number of Department staff has decreased since the early 1980s, productivity has increased due to computerization of Park Maintenance data, specialization of its professional staff, acquisition of a new fleet of vehicles, and replacement of worn-out maintenance equipment. Never before has the Department achieved so much with so little. Its parks, playgrounds, and open space areas have seen incredible transformations, with more than \$69 million dollars worth of capital improvements undertaken and completed since 1982, when Mayor Reed implemented his Parks Improvement Program. In addition, the Department's special events and recreation programs have expanded to accommodate the City's growing needs.

The subsequent pages will attempt to outline the milestones each Bureau has accomplished during the past year, beginning with the Office of the Director (which includes Park Rehabilitation and Development) and the Park Ranger Corp Program (which is now in its ninth year of operation), and closing with the Special Events component of this "Bureau." The Special Events component of the Department can be categorized as both a huge undertaking and a genuine success story. In 2004, Special Events attendance was 1,688,701 a 1.3 % increase over 2003's attendance of 1,675,539. In addition, more than 278,034 people attended Private Park Permit events bringing the attendance total for all Park Permit and City events to 1,966,735.

As a free service and one which greatly assists with the promotion of the Department's activities, the City Calendar offers the most comprehensive listing of recreational activities in the City and the area. In its sixteenth year, the City Calendar has grown to an annual circulation of 221,000 copies. Twelve monthly City Calendars, a summer recreation guide, and a City Island brochure are produced every year. This in-house publication assists the City in being able to get the word out to the public about what Harrisburg has to offer in the way of recreation programs and special events.

Following the Special Events report, the Bureau of Recreation's report is sure to interest those who have children or enjoy participating in organized activities and programs, many of which promote physical fitness, environmental awareness, education, and just plain fun for all age groups, tourists, visitors, and Harrisburg residents alike. Recreation programs are offered year-round. Total attendance for year-round recreational activities in 2004 was 539,800 participants, a 8% decrease, due to adverse weather. The City of Harrisburg is the only community in Central Pennsylvania that offers year-round recreation programs free-of-charge.

The Final section of this report, on Bureau of Parks Maintenance activities, outlines the parks, playgrounds, and open space improvements undertaken and completed in 2004. In 2004, our total park land complement remained at twenty-seven playgrounds plus twenty open space areas totaling more than 450+ acres. In previous years, we completed the rehabilitation of three inner-City playgrounds: Wilson Park, Norwood, and Shipoke, as well as the rehabilitation of Swenson Plaza, our Capital Area Greenbelt, Clarence C. Morrison Park and the Reverend Roach memorial at the north end of Italian Lake. In addition, we rehabilitated and renamed Penn and Dauphin Streets Playground which is now known as the Benjamin and Gloria Olewine Playground. In 2003, we rehabilitated Vernon Street Playground, the Reservoir Park Bandshell and the Braxton Playground. The physical improvements occurred during 2002-03, although planning efforts occurred the year before. In 2004, planning efforts and fundraising got underway for the rehabilitation of Pool #2 playground with work slated to be completed by 2005

Although Reservoir Park is the City's largest park, City Island represents the most popular single facility, with over 2.5 million persons attending various waterfront activities during 2004.

In closing, our shade tree maintenance activities resulted in the City, for the seventeenth consecutive year, being named a Tree City, USA. This award is issued by the National Arbor Day Foundation, and is given annually to only a handful of cities in our nation. An aggressive tree maintenance program was implemented in 1990, with results dramatically apparent by the close of 2004; thousands of trees have been trimmed and hundreds have been planted throughout the City.

### **BUDGET INFORMATION**

Below is a breakdown of budgetary information by Bureau for the past year:

#### **0180 - Office of the Director**

Personnel	632,564
Operating	355,080
Capital	0
Grants	<u>15,000</u>
	\$1,002,644

#### **0183 - Bureau of Recreation**

Personnel	689,606
Operating	224,685
Capital	<u>0</u>
	\$914,291

#### **0184 - Bureau of Parks Maintenance**

Personnel	938,235
Operating	446,805
Capital	30,200
Grants	<u>0</u>
	\$1,415,240

#### **Total Department of Parks and Recreation**

Personnel	2,260,405
Operating	1,026,570
Capital	30,200
Grants	<u>15,000</u>
Grand Total	\$3,332,175

**The City of Harrisburg**  
**Department of Parks and Recreation**

**2004 Staff**

**OFFICE OF THE DIRECTOR**

**Date of Employment**

Tina Manoogian-King, Department Director	8-25-88
Glenn White, Special Events Director	6-12-95
Gloria Giambalvo, Events Marketing Manager	2-2-04
Matthew Hope, Publications Director	7-28-97
Charisse Grayer, Secretary 1	6-02-00

**PARK RANGER CORP**

Melvin Jackson, Acting Park Ranger Supervisor	8-4-97
John Williamson, Park Ranger Supervisor	8-17-98
Jeffrey Snead, Park Ranger Supervisor	4-11-94

**BUREAU OF RECREATION**

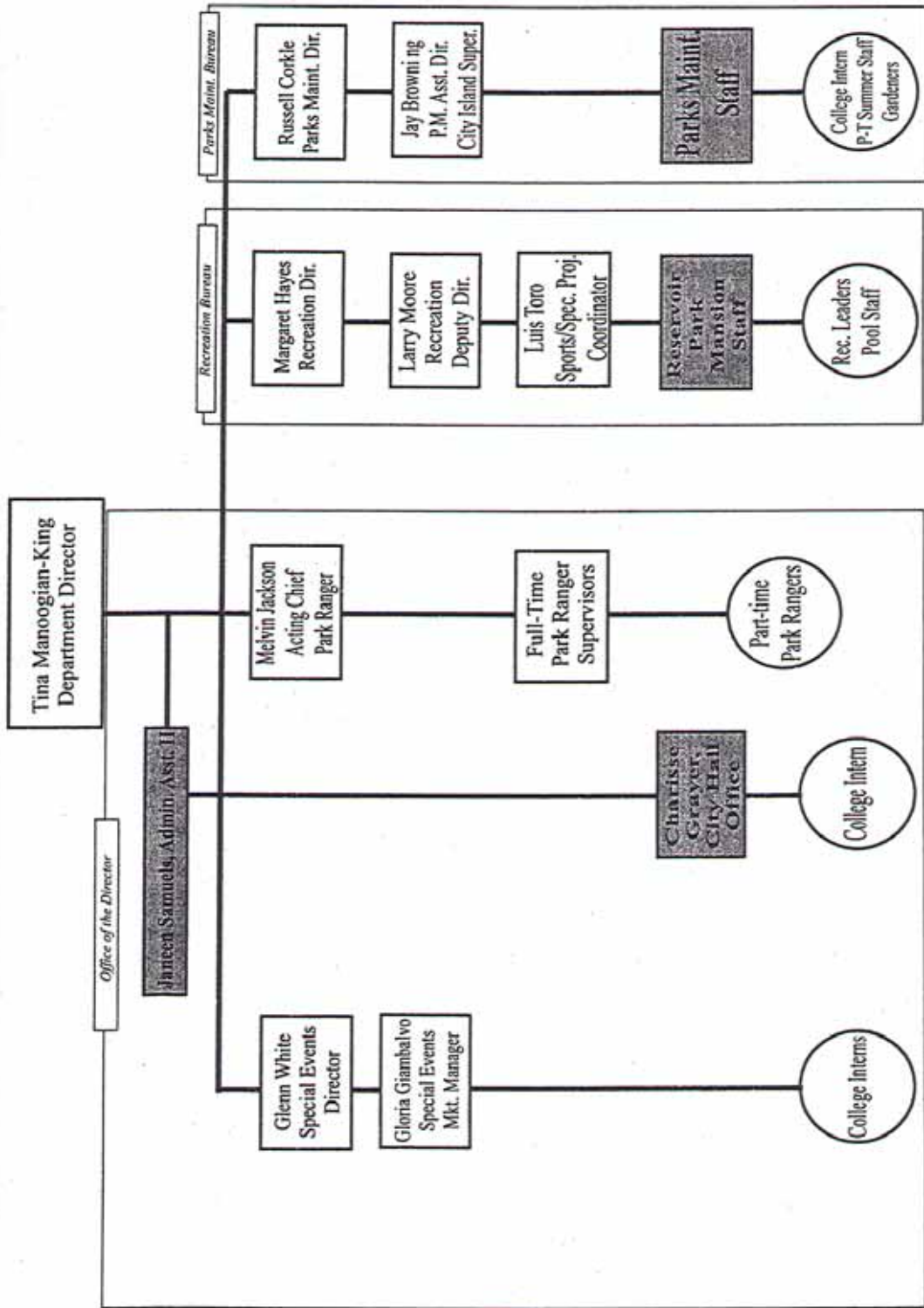
Margaret Hayes, Recreation Director	3-19-84
Larry Moore, Deputy Recreation Director	10-5-98
Luis Toro, Sports/ Special Programs Coordinator	3-29-99
Cleveland Wade, Golf Instructor	6-02-00
Lauren Matteo, Parks and Recreation Assistant	6-02-00
Dottie Simpson, Parks and Recreation Clerk II	6-02-00
Rafael Toro, Recreation Program Asst	6-02-00

**BUREAU OF PARKS MAINTENANCE**

Russell Corkle, Parks Maintenance Director	8-7-74
Jay Browning, Assistant Parks Maintenance Director/ City Island Superintendent	4-1-02
Daniel Akra, Tradesman	8-8-74
Miguel Caraballo, Gardner I	6-5-00
Enrique Caraballo, Gardner 1	6-14-04
Beauregard Clea, Crew Leader II	3-19-71
Kenneth Cook, Stadium Groundskeeper	5-4-98

<b>Todd Herbster, Laborer</b>	<b>5-8-00</b>
<b>Joe Irving</b>	<b>3-26-02</b>
<b>Mark Horetsky, Landscape Technician I</b>	<b>7-11-94</b>
<b>Rodney Keller, Crew Leader</b>	<b>3-26-90</b>
<b>Andrew McClure, Tradesman</b>	<b>6-24-91</b>
<b>Lamonte Moore, Laborer I</b>	<b>4-3-95</b>
<b>Ronald Noss, Tradesman II</b>	<b>10-7-87</b>
<b>Scott Pace, Landscape Technician II</b>	<b>6-17-91</b>
<b>Angel Ramos, Laborer II</b>	<b>8-19-91</b>

# Department of Parks and Recreation Organizational Chart



Orgchart.cdr

Part time

Full Time/Union

Full Time/Management

## **OFFICE OF THE DIRECTOR**

**- Park Rehabilitation and Development Issues**

**- Harrisburg City Calendar Report**

**- Park Ranger Report**

**- Special Events Report**



## **PARK REHABILITATION AND DEVELOPMENT ISSUES**

## **OFFICE OF THE DIRECTOR**

### **Mayor's Parks Improvement Program (1983-2004) - Overview**

The City of Harrisburg today has the most extensive special events schedule of any municipality in the midstate's history, attracting over two million people per year to a wide range of events sponsored by or facilitated by the City. Many of the events are conducted through the City's Special Events Office, created in 1983 by Executive Order of the Mayor. A number of the special events, such as the Independence Weekend Festival and the summer's end Kipona Celebration, are held at our Riverfront facilities. The City also sponsors or co-sponsors over 266 other special events each year, including the Holiday Parade, the Rev. Dr. Martin L. King, Jr. Essay Contest, Arbor Day activities, the Mini Grand Prix, Earth Day, the Greater Harrisburg Arts Festival, the New Year's Eve Celebration, Italian Lake, Reservoir Park, Market Square, and Riverfront Concerts, and more.

Harrisburg today also has the most extensive municipal parks system in central Pennsylvania and is the only municipal parks system in this area which plays a regional role, as indicated by the extensive use of city parks, programs, and special events by non-city residents. In contrast, some nearby communities ban non-residents from their municipal parks.

The center for some of the recreational activity is the City's beautiful Riverfront. Situated along the Susquehanna River, the Riverfront offers picturesque scenery accented by the Harrisburg skyline. **Riverfront Park** is a 4.5 mile-long park containing park benches, gardens, a telescopic outlook, the Swenson Plaza, the Kunkel Memorial Plaza, monuments, and public art, which enhance its attractiveness while providing for an enjoyable walk, jog, or bicycle ride. Sunken Gardens, offering gardens and walkways bordered by lighted monuments, is located in the midtown area of Riverfront Park. The gardens have been renovated to include an irrigation system, antique-style streetlights, brick walkways, grading, new flower beds, and new signage. In addition, the Riverfront Peoples Park Association, an independent citizen/community organization, has added to the extensive renovations by donating a gazebo which serves as the centerpiece in the garden. In addition, public art has been added to the peace gardens, located in Riverfront Park, which were created and dedicated in an effort to promote world peace and the preservation of our earth.

**ITALIAN LAKE**, located in the City's uptown area, was recently restored. Restorations included walkways, antique-style streetlights, gardens, signage, and duck and geese habitats. The restoration maintained the original shorelines and provided for the construction of retaining walls along the northern half of the lake. The southern half, separated from the northern half by a picturesque Japanese bridge, was maintained by preserving the original retaining walls. Italian Lake hosts a splendid summertime concert series featuring chamber and classical music for six weekends during the summer season.

**RESERVOIR PARK** is the oldest municipal park in southcentral Pennsylvania and also the largest, containing over 90 acres situated on the highest point in the City. Phase I of renovations at Reservoir Park, completed in 1992, included the rehabilitation of the historic mansion and pavilion, the creation of the Village at Reservoir Park, the restoration of the bandshell, repaved roadways, and the placement of antique-style streetlights, new walkways, fountains, gardens, and plazas. Reservoir Park now has new and restored facilities designed with a particular emphasis on arts, cultural, historic, and environmental education, and conservation themes. Phase I-A, Garden Expansion project, was completed in June, 1993, and includes formal French gardens, drift gardens, lighted walkways, a new boulevard entranceway, parking lot, public art, and outdoor seating. Phase II of Reservoir Park was completed in 1995; improvements include additional gardens, walkways, outdoor lighting, an expanded children's playground, restoration of the Brownstone Building as an arts and education center, complete reconstruction of the basketball and tennis court area, and construction of a new entrance at 18<sup>th</sup> & Walnut Streets. Planning efforts for Phase III got underway in 1998-99 for the National Civil War Museum which will open in February of 2001. In 2003, Phase IV was completed which involved major renovations to the Reservoir Park Bandshell which was renamed and is now known as the Levitt Pavilion for the Performing Arts. The renovations were made as a result of a \$250,000 gift from Mortimer Levitt of New York City.

**CITY ISLAND**, the hallmark of Harrisburg's aggressive waterfront development plan, is still only one of 21 sites created or upgraded through the first major citywide parks improvement program in more than sixty years. City Island was a long unused and blighted 63-acre site until 1987, but today hosts such activities as professional minor league baseball, art exhibits, historical displays, and numerous other recreational activities. City Island facilities include: RiverSide Village Park, offering great food which can be enjoyed while dining alfresco at the RiverView Pavilion or at the River Terrace and Decks; the John Harris Trading Post, a replica which depicts life from the early 18<sup>th</sup> Century; HarbourTown, a miniature 1840s-style canal village which serves as a playground for children; the Pride Of the Susquehanna Riverboat, which can accommodate up to 150 persons for cruises, dinner charters, or scenic river excursions; Harrisburg Marina I and II, which provide boat owners with docks, ramps, gazebo, picnic areas, showers, and parking; Walnut Street Station, a Victorian-style railway station and home base for the City Island Railroad, which offers rides on a miniature steam-driven train; Water Golf, an 18-hole miniature golf course with waterfalls, bridge, and a concession stand; the Beach House, a restored historic structure which houses showers, a concession stand, lavatories, the lifeguard office, and changing areas for the swimmers at City Island beach, and shuffleboard courts located near the entranceway of the building; the Nature Trail, with guided nature walks by Park Rangers available from the City Island Information Center; the Island Breezes, which offers toys, novelties, and, of course, kites; RiverSide Stadium, home of championship AA minor league baseball; the Skyline Sports Complex, a multi-purpose facility built to minor league professional football standards, which hosts soccer, softball, volleyball, football, and lacrosse games, and a myriad of other events and activities; the Harrisburg Carriage House, which offers tours of historic Harrisburg and its beautiful Riverfront by horse-drawn carriage, and also offers pony rides for children; Carousel Field Pavilion built in 1996 can now accommodate 300-500 persons and is ideal for large corporate picnics, family reunions, or wedding receptions; Bus Trolley service, which provides transportation to and from downtown; and a full size antique Mengels kiddie carousel. Obviously, City Island accommodates a variety of activities in addition to boating, fishing, and swimming off of the only concrete beach in central Pennsylvania.

The Harrisburg Senators, a Class AA professional baseball team, are based at recently-built and already-expanded Riverside Stadium. Their championship 1999 season marked the ninth year of the thirteen years that Class AA minor league baseball has been in Harrisburg that the team has been in post-season playoff competition. Attendance for the Senators is ranked in the top third in the Eastern League; they won the championship in their first year, 1987, and again in 1993, 1996, 1997, 1998, and again in 1999. In addition to the Harrisburg Senators, the Central Penn Pirahna, semi-professional football team, and the City Islanders, a professional soccer team, use Skyline Sports Complex as their home field.

Other parks which have been considerably upgraded in the past ten years include. **Sunshine Park**, which now includes multi-purpose facilities to host competition in football, soccer, softball, tennis, basketball, volleyball, and handball, plus picnics and other activities; **7<sup>th</sup> and Radnor Streets Field**, rehabilitated in 1993, now includes field lighting, bleacher seating, and a walking track; and **14<sup>th</sup> and Shoop Streets Playground**, reopened in 1993 after a 7-year closure, now boasts new children's play apparatus, a grass surface (that replaced removed asphalt), lighting, fencing, outdoor seating, and landscaping. Other renovated sites completed in the past eight years include the **Vernon Street Playground, Penn and Dauphin Streets Playground, Norwood Playground, Cloverly Heights Playground, Braxton Playground, summit Terrace Playground, Hall Manor Field, Pleasant View Playground, the Mt. Pleasant Hispanic American Center, Lottsville Playground, 4<sup>th</sup> and Emerald Playground, Pools #1 and #2, Wilson Park Playground, Gorgas Playground, and 4<sup>th</sup> and Dauphin Streets Playground.**

Planning efforts commenced in 1998 to rehabilitate three inner-city playgrounds with funding assistance provided by DCNR through the key '93 Grant program; they are: Wilson, Norwood, and Shipoke Playgrounds. All three of these inner-city playgrounds were rehabilitated in spring of 1999 and all three were open by June 1, 1999 for the public's enjoyment. In addition, construction activity planned for Swenson Plaza located at Front and Walnut Streets and named after the late Mayor Harold Swenson was completed and dedicated in 1999. The Reverend Clyde Roach Memorial at the north end of Italian Lake as well as \$500,000 worth of improvements in the City's Capital Area Greenbelt were all completed and dedicated in year 2000. All of the planning efforts occurred in 1999 with construction slated in 1999-2000. In 2002, with funding assistance provided from the Benjamin and Gloria Olewine Lead Charitable Trust. We were able to rehabilitate and rename Penn and Dauphin Playgrounds in Mid-town Harrisburg.

In 2002, the Department secured four grants to continue the Mayor's Parks Improvement Program. Three grants were federally funded; two through the National Park Service and one from the Federal Highway Administration Grant and the DCNR grant are for continuation of work undertaken within the Capital Area Greenbelt. We completed the Vernon Street and Braxton playgrounds by August 2003, with work on the Capital Area Greenbelt to be completed by late fall 2005. In 2004, planning efforts got underway for the rehabilitation of Pool #2 playground with funding assistance being provided by the Children's Home Foundation and Penn National Insurance. Work is slated to be completed by June 2005.

More than twenty public parks areas have been extensively restored or created under efforts initiated by the Mayor's Parks Improvement Program, established in 1983. Harrisburg's parks system today plays host to hundreds of thousands of residents and visitors each year. City-wide programs at park sites (including playgrounds) include multi-cultural art, environmental education, reading, storytelling, and organized sports such as biddy basketball, basketball, soccer, tennis, and volleyball. In addition, Harrisburg created a Park Ranger Corps in 1990. The Park Rangers conduct year-round patrols, traffic control, and public information duties in the major City parks, especially City Island, Reservoir Park, and Italian Lake.

In addition to improving its park system, Harrisburg has been awarded the Tree City USA designation for the past seventeen consecutive years and the Growth Award designation for the first time. These awards, conferred by the National ArborDay Foundation, honors Harrisburg's environmental policies, and particularly those related to tree planting and parks maintenance activities. For every tree removed, three trees are planted somewhere in the City.

## MAYOR'S PARKS IMPROVEMENT PROGRAM

### Capital Expenditures 1982 - Present

<u>PARK NAME</u>	<u>COST</u>
Reservoir Park: Playground	\$ 163,733
Demo of Pavilion #3	9,725
Caretaker's House 1987	139,634
Bandshell Repairs 1989, Restoration 1991	14,000
Pavilion Rehabilitation 1990	48,725
Phase I Restoration 1991 - 92	2.3 Million
Phase IA Restoration - Garden Expansion 1992 - 93	1.7 Million
Phase II Restoration - Brownstone Bldg., Playground, Basketball Courts, 18th & Walnut Sts. Entrance 1994 - 95	2.7 Million
Phase III National Civil War Museum	40 Million
Phase IV Restoration of Bandshell - 2003	250,000
 Penn and Sayford Playground (Rehab) 1985 - 86	40,737
14th & Shoop - Complete Rehabilitation - 1993	107,088
 Braxton Playground (Rehab) 1985 - 86	39,233
Complete Rehab 2003	118,016
 Pool #2 (Partial Rehab) 1987	124,600
Complete Rehabilitation 1990	198,000
New Deck & Fencing - 1993	113,331
New Plaster Finish - 1998	64,973
 Penn and Dauphin Playground (New Apparatus) 1982	8,644
Complete Rehabilitation 1991	39,987
 Gorgas Playground 1982	2,644
1990 - 91	37,930
 Vernon Street Playground (Rehab) 1983 - 84	34,500
Complete Rehab 2003	160,935
 Royal/Summit Terrace 1983 - 84	48,600
 Sunshine Park 1984	103,188
1989 (Partial Rehab - Restroom Building)	18,700
1993 (Complete Rehabilitation)	477,075
 Spanish Speaking Center:	
Playground - 1982	59,207
Basketball Courts - 1982	20,000
Playground Rehabilitation - 1994	27,000
 Hall Manor Playgrounds	
1987	140,000
1989	25,000
 Pleasantview Playground	
Phase I - 1989	12,777
Phase II - 1990	3,000
Phase III - 1991	19,000

Wilson Park Playground	Phase I - 1987 - 88	12,878
	Phase II - 1989	17,552
	Complete Rehabilitation (1999)	81,334
4th and Dauphin Playground (Basketball Courts) 1989		4,000
7th and Radnor	Phase I - 1989	9,700
	Phase II - 1990	12,300
	Phase III - 1991	209,055
Pool #1 Rehab 1988-89		182,000
Pool #1 Deck Work & Cover		52,970
Sunken Garden	Phase I - 1989	30,200
	Phase II - 1990	23,700
	Phase III - 1991	38,950
Riverfront Park		
Uplighting & Walkways - 1998		350,000
Swenson Plaza - 1999		250,059
Walkway uplighting and electrical improvements		350,000
Embankment restoration		1.5 Million
Kunkel Memorial 1992		1.2 Million
Norwood Playground	1989 - Partial Rehabilitation	23,900
	1999 - Complete Rehabilitation	93,486
Shipoke Playground	1999 - Complete Rehabilitation	90,428
Cloverly Heights Playground 1989		17,500
*City Island: (1987 to Present)		
RiverSide Stadium - Phase I		2.2 Million
Phase II		2,417,863
Phase III		512,695
Carriage House		480,000
RiverSide Village		350,000
Marina		80,000
Bathhouse		235,000
Skyline Sports Complex		2.6 Million
Other Waterfront - New Facilities		3.2 Million
Carousel Pavilion 1996		260,000
Handicap Lot (1st base side) 1997		14,000
Italian Lake	Phase I - 1989 - 90	315,000
	Phase II Walkway - 1991 - 92	445,318
	Reverend Roach Memorial - 1999-2000	25,000
4th and Dauphin Playground 1996		150,674
4th and Emerald Playground (Curb and Sidewalks) 1989		16,000
4th and Emerald Playground (Complete Rehabilitation) 1990 - 91		37,545
Lottsville Playground - New Construction 1991		38,205
Park Maintenance Complex 1991 - 92		1.2 Million
Capital Area Greenbelt (2000)		500,000
Total		\$ 69,247,353

\*Waterfront improvements were funded by the Harrisburg Hydroelectric Project, these funds could not be legally spent at non-waterfront park improvements.  
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## **HARRISBURG CITY CALENDAR REPORT**



## **OFFICE OF THE DIRECTOR**

### **2004 Publications Annual Report**

Publications produced, printed and distributed by the Harrisburg Parks and Recreation Department are designed to promote the City, it's programs, events and improving lifestyle.

With that credo in mind the publications department underwent major changes commencing in 1997. The department changed Publication Directors and with that came a change in the production, distribution and the visual look of all the publications.

#### **Harrisburg City Calendar**

The primary publication is the Harrisburg City Calendar. In 1997, the Harrisburg City Calendar underwent a total facelift. The production of the publication were computerized in order to increase efficiency and aid in the design. The publication was redesigned to increase readability and to compete visually with other publications in the greater Harrisburg market. Community and event news were combined to increase the readership and to give a total picture of all the good things that are happening in Harrisburg. Starting with the 1997 April issue approximately 12,424 were mailed to registered voters in the City of Harrisburg.

All of the changes have made us one of the largest publications in the Harrisburg area with a distribution of 30,002 copies per month. With the changes in design our readership has increased and in distribution locations all the copies are picked up and we receive calls for more.

During the last 12 months, 30,002 City Calendars were produced each month at a cost of \$2400 for 12 pages, or \$2000 for 8 pages approximately. 12,424 were labeled and mailed for \$2400 each month. The City Calendar had on the average \$800 in paid advertising per month. In 2004, a total of 370,022 publications were printed and distributed.

## **PARK RANGER CORP**

## **OFFICE OF THE DIRECTOR**

### **Park Ranger Corp Program**

The City of Harrisburg has continued to undertake extensive development of new recreational facilities while rehabilitating many existing parks, playgrounds, and open space areas. As a result of this financial investment, means to promote, preserve, and protect these improvements are absolutely necessary if these facilities are to remain intact for future generations to enjoy. Our plan to protect while simultaneously promoting these facilities includes the continuance of the Park Ranger Corp Program, created by Mayor Stephen R. Reed via Executive Order in 1990. The purpose of this program is to promote and protect City parks and park improvements through constant park patrols, with the Rangers also serving as ambassadors for Harrisburg's extensive park system.

The Harrisburg Park Rangers currently work out of two locations: City Island and Reservoir Park. City Island is the location of the original Park Ranger station which was constructed in 1989 while Reservoirs Park's office was constructed in 1995 under Reservoir Park Phase II. Both offices are staffed on a regular basis. When not in the office, Rangers patrol all of Harrisburg's 27 parks and playgrounds. If needed, you can contact either office (City Island 233-8275 or Reservoir Park 232-7749) or you may call the Police Communications Center at 255-3131 and ask them to dispatch a Park Ranger to any city owned park needing assistance.

In an ongoing effort to meet the Park Ranger Program's mission, with a staff complement of one chief Park Ranger, two (2) full-time Park Ranger supervisors, and ten (10) part-time Park Rangers we are now able to increase park patrols and provide increased park security for the citizens of Harrisburg. Park Rangers have four marked vehicles and two golf carts which provide the means to transport staff from one site to another.

Park Ranger Corp members worked diligently during 22- hour shifts, seven days per week, year-round, to patrol and protect all of Harrisburg's parks, playgrounds, and open space areas. A total of forty-eight (48) hours of intensive training at the Harrisburg Area Community College's Public Safety Institute provided critical skills for all Rangers ranging from first aid to Cardiopulmonary Resuscitation to courtroom procedures.

Armed with professional training and knowledge, the Park Rangers issued 499 parking tickets, and handled 90 non-traffic citations leading to arrests based on Park Ordinances defined by Section 10-301 of the City's Codified Ordinances. The combined enforcement duties, coupled with interpretive programming carried out by the Park Rangers, have culminated in the Corp's ability to effectively promote, preserve, and protect Harrisburg's flourishing park system.

## **SPECIAL EVENTS REPORT**

## **OFFICE OF THE DIRECTOR**

### **SPECIAL EVENTS OVERVIEW**

The City of Harrisburg continues to be Central Pennsylvania's leader in special events by staging quality events not just for the citizens of Harrisburg, but also for the entire region. This is accomplished by producing annual favorites such as the American MusicFest, Kipona, the Harrisburg Holiday Parade (which is also televised on WHTM TV 27), and our M&T Bank Harrisburg New Year's Eve Celebration. In addition, the City works closely with local event organizers to stage events such as the Greater Harrisburg Arts Festival, African Family Festival and the Harrisburg Shakespeare Festival. The City of Harrisburg is committed to helping ensure the long-term success of special events and recreational opportunities, thus benefiting everyone in the entire region.

Our 2004 figures show an attendance increase of 25,706 guests, or 1.3%, over 2003. The increase is due to the development of new media partnerships and live and taped broadcasting of events, in part or as a whole, via media partners and the City's own WHBG-TV. Even though many events around the region saw a decrease, improved advertising and greater public access increased public participation in all City produced events. The Parks and Recreation Department has continued the evolution of its partnerships and co-sponsorships with other major event producers in the region in order to offer as many diverse and appealing events as possible. The 1.3% attendance increase from 2003 brings the estimated attendance for all events held in Harrisburg, including the year round recreational program participants, to 2,506,535.

Banner fees in 2004 showed no change from 2003 revenue. The total park permit/banner fees revenue decreased marginally by only \$37 from 2003 or .004%. This was due, in part, to inclement weather and damage caused by Hurricane Ivan. Park Permit fees do not include revenue from City Island or Riverfront Park permits. (See the City Island Superintendent's report for these figures.)

Total revenues for 2004 increased \$131,806 or 39% over the 2003 total. The 2004 increase came mostly from increased Sponsorships of City Special Events and improved festival merchandise sales.

In conclusion, 2004 events showed decided growth in the quality of entertainment, increased public accessibility, sponsorship support, business partnerships and citizen participation. We expect this growth trend to continue into 2005 and well beyond. By raising the standards for event quality and employing creative marketing strategies, each event will continue to receive accolades from the event industry, sponsors, visitors and, most importantly, the citizenry of Harrisburg.

## **EVENT SUMMARIES**

### **THE MARTIN LUTHER KING ESSAY COMPETITION**

The Martin Luther King Essay Competition is an academic event commemorating the life of the Reverend Dr. Martin Luther King, Jr. The competition is open to students in the seventh through twelfth grades in the Harrisburg School District, six parochial schools and one charter school. It is designed to increase youth awareness of the teachings and goals of the late civil rights leader.

Entries are submitted voluntarily, and winners are eligible for U.S. Savings Bonds and other prizes for the top three selected essays in each grade. All entries are reviewed and selected by a panel of judges comprised of local elected officials, educators, and community leaders. Eighteen winning essays are published in an annual edition that is distributed to school principals, teachers, program sponsors, media and the students and their families. Essay authors are invited to a reception in their honor at the Martin Luther King City Government Center. At this event the first place winners read their essays to the assembled audience.

### **AMERICAN MUSICFEST**

The Harrisburg American MusicFest is the state's largest Independence Weekend Music Festival. The 2004 festival supported seven stages along Riverfront Park, and one in downtown Harrisburg, featuring non-stop music by local, regional, national, and international artists. Along with exceptional musical entertainment the festival hosted a variety of top-quality foods from around the world. Crabfest, a gated food area serving a variety of crab food products and beer, which had been located on City Island in previous years, was moved to Riverfront Park. The move was a provisional experiment to learn if the concept would complement the established park activities and theme entertainment areas. A new sponsor area this year was the very popular Belco Children's Village that featured theatre, educational activities, arts & crafts, and children's rides. Also new this year was the expanded Comcast Star Stage newly positioned in the South Front Street end of Riverfront Park, near Shipoke. In addition to the music, food and activities enjoyed by hundreds of thousands along Riverfront Park, outdoor movies, sporting events and additional family activities held on City Island were enjoyed by thousands. Each evening of the 2004 American Musicfest featured a fireworks display. The "Gala Fireworks Extravaganza", the largest of the three, concluded the festival, per tradition, on July 5<sup>th</sup>. Released from City Island the show amazed and awed tens of thousands of citizens, visitors and neighbors who witnessed the display from both sides of the Susquehanna River, from river craft and from several bridges.

## **THE ITALIAN LAKE CONCERT SERIES**

Set among the beautifully restored Renaissance gardens of Italian Lake, the concert series features eclectic and versatile acts like the Arcona Reel Band, Dixieland Express Band and the ethnic group called Simple Gifts. The concert series also hosts string quartets, brass ensembles, big band and Dixie-land style music. Free performances are given over four consecutive Sunday evenings during July and August.

## **KIPONA**

Kipona is Central Pennsylvania's largest annual end of summer festivals. It is also one of the oldest annual festivals in the Nation. Kipona (which means "sparkling water" in Native American language) was named one of the top ten festivals in the state by the Pennsylvania Festivals Association. Kipona activities include a Riverfront Park festival of food, children's rides, musical entertainment on four stages, including nightly barge concerts and the popular Belco Children's Village. In addition to the Riverfront Park festival activities, City Island hosts the State Chili Cook-Off, and Native American culture comes alive at the Gathering Of The People, Spirit Of The People POW-WOW. This Native American celebration of life, praise and thanksgiving is an educational journey into the native dances, music, and customs of Harrisburg's first citizens. During Kipona, the Susquehanna River is home to drag boat and canoe races and the Annual March of Dimes Rubber Duck Regatta. The South Front Street stretch of Riverfront Park is traditionally reserved for the Greater Harrisburg Arts Council's "PSECU Artfest" arts and crafts festival featuring high-quality creations by skilled artists and crafters from across the nation. The festival is highlighted by a fireworks display comparable to or larger than the gala display that ends the American Musicfest July 4<sup>th</sup> festival. In 2004 fireworks were launched on Sunday evening to make them more accessible for school-age youngsters and their parents who will be busy preparing for the start of school at the end of the Monday holiday.

## **THE HARRISBURG HOLIDAY PARADE**

The City of Harrisburg's 2004 Holiday Parade marks the start of the 2004 Thanksgiving-Hanukkah-Christmas-Kwanzaa-New Year Season in the Greater Harrisburg Region. This year's parade took place on November 20 at 10:00 a.m. in downtown Harrisburg. This parade was once an annual tradition that came to a close years ago, and was begun anew by Mayor Reed in 1986. Since that time the parade has grown to become the region's largest holiday parades. Over \$7,500 in appearance monies and cash prizes are awarded to the top five entries in five categories of parade competition. The City-sponsored and produced parade is also a sanctioned competition of the high school Cavalcade of Bands, which produces judged competitions for high school marching bands all over the United States. The theme of the 2004 Holiday Parade theme was "Favorite Holiday Stories" and featured over 2,500 marchers in over a hundred parade units, including giant helium filled balloons, youth marching units, over a dozen marching bands, and scores of commercial and non-profit floats, fire trucks and the first official appearance of Santa Claus in the region. This year's Parade was underwritten by over 19 major sponsors, including WHTM abc27, representing over \$50,000 in support.

On-air personalities from WHTM Television, abc27, emceed the Parade, which was videotaped for rebroadcast at 10:00 a.m. on Thanksgiving Day on WHTM and throughout the week on Harrisburg's own television station, WHBG. The Harrisburg Holiday Parade is the only mid-state holiday parade to gain televised status, thus allowing those unable to attend the parade in person to still enjoy the high quality, holiday entertainment production. Parade winners were announced and presented with their trophies in the Strawberry Square Atrium at 1:00 p.m. that same day. The popular Harrisburg Festival of Lights, first begun by the Mayor in 1993, saw its first illumination that evening as well. This traditional holiday display features hundreds of thousands of sparkling lights placed throughout the downtown and on City Island.

### **THE M&T BANK HARRISBURG NEW YEAR'S EVE CELEBRATION**

The Mayor's annual M&T Bank New Year's Eve Celebration features musical entertainment, food, hot drinks, jugglers, carriage rides, a fireworks display, and the dropping of a giant lighted strawberry at midnight to the delight of the crowds inside the City Government Center and outside on Market Square. The event was planned to include various downtown and midtown restaurants and the Whitaker Center for Science and the Arts. The 2004 event hosted thousands of guests in Market Square and was well received by the general public and tourists alike. New this year was a ground-level fireworks display that truly brought the spectacle into the midst of the crowd and won great approval from all in attendance.



## **HARRISBURG CITY PARK SYSTEM EVENT ATTENDANCE**

<u><b>Event</b></u>	<u><b>2003</b></u>	<u><b>2004</b></u>
<b>MARTIN LUTHER KING JR. ESSAY COMPETITION</b>	<b>1,250 #</b>	<b>2,500 #</b>
<b>ST. PATRICK'S DAY PARADE</b>	<b>10,000</b>	<b>10,000 #</b>
<b>ARTS FESTIVAL</b>	<b>150,000 *</b>	<b>150,000 *</b>
<b>CI FLOWER &amp; CRAFT SHOW</b>	<b>30,000</b>	<b>30,000</b>
<b>ARMED FORCES DAY</b>	<b>3,000</b>	<b>20,000</b>
<b>SUSQUEHANNA RIVER CELEBRATION</b>	<b>7,500</b>	<b>7,500</b>
<b>AMERICAN MUSICFEST</b>	<b>400,000 #</b>	<b>400,000 #</b>
<b>LEVITT PAVILION FOR THE PERFORMING ARTS</b>	<b>26,200 *</b>	<b>23,123</b>
<b>ITALIAN LAKE CONCERT SERIES</b>	<b>7,500</b>	<b>7,500</b>
<b>KIPONA</b>	<b>400,000 #</b>	<b>400,000 #</b>
<b>HARRISBURG SENATOR'S BASEBALL</b>	<b>257,989</b>	<b>255,978</b>
<b>HARRISBURG HOLIDAY PARADE</b>	<b>357,000 #</b>	<b>357,000 #</b>
<b>CITY HALL HOLIDAY PROGRAM</b>	<b>100</b>	<b>100</b>
<b>NEW YEARS EVE CELEBRATION</b>	<b>25,000</b>	<b>25,000</b>
<b>TOTALS</b>	<b>1,675,539</b>	<b>1,688,701</b>
 <b>AUTHORIZED PARK PERMIT ATTENDANCE</b>	 <b>265,490</b>	 <b>278,034</b>
 <b>GRAND TOTALS</b>	 <b>1,941,029 @</b>	 <b>1,966,735 @</b>

**\* Denotes severe rain that had an adverse effect on event attendance.**

**# Includes television audience.**

**@ Number represents people using a park in an organized event. Number does not include people using the park system as guests, runners, walkers, and passive use**

Our 2004 figures show an attendance increase of 25,706 guests, or 1.3%, over 2003. The increase is due to the development of new media partnerships and live and taped broadcasting of events, in part or as a whole, via media partners and the City's own WHBG-TV. Even though many events around the region saw a decrease, improved advertising and greater public access increased public participation in all City produced events. The Parks and Recreation Department has continued the evolution of its partnerships and co-sponsorships with other major event producers in the region in order to offer as many diverse and appealing events as possible. The 1% attendance increase from 2003 brings the estimated attendance for all events held in Harrisburg including the year-round recreational program attendance to over 2.5 million.

<b>PARK PERMITS</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
(Does not include River Front Park or City Island Permits)	112	851*	845*

Figures do not include City Island or Riverfront Park permits. In 2004, we issued 853 park permits to citizens for exclusive use of the City's parks and playgrounds. \* (Under a new park permit accounting system the City now issues park permits by the day rather than multi-days on one permit.)

<b>BANNER PERMITS</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
	15	15	15

In 2004, the Department issued the same amount of banner permits. During 2004, the Department issued 15 banner posting permits. This is due to the number of locations to hang and number of weeks viable to hang. We are currently at our maximum in banners being hung and weeks available.

#### **PARK PERMIT AND BANNER POSTING FEES**

	<b>2002</b>	<b>2003</b>	<b>2004</b>
Park Permits	\$7,935	\$6,132	\$6,095
Banner Posting Fees	\$1,260	\$1,480	\$1,480
<b>Total - Park permit/Banner Fees</b>	<b>\$9,195</b>	<b>\$7,612</b>	<b>\$7,575</b>

Park Permit fees do not include revenue from City Island or Riverfront Park permits. (See the City Island Superintendent's report for these figures.) Banner fees remained the same from 2003 to 2004 due to 100% year-round booking of the site. Total-park permit/banner fees decreased by only \$37 from 2003 revenue, due in part, to inclement weather and damage caused by Hurricane Ivan. This represented a .004% decrease.

#### **SPECIAL EVENT VENDOR REVENUES**

	<b>2002</b>	<b>2003</b>	<b>2004</b>
American MusicFest	\$45,831	\$53,392	\$55,342
Kipona Celebration	\$38,545	\$33,295	\$34,687
<b>Total</b>	<b>\$84,376</b>	<b>\$86,687</b>	<b>\$90,029</b>

Includes revenue for Rides, Kidsfest, and percentages for Arts & Crafts Vendors & Crabfest. Vendor revenues continue to show a small steady increase each year. In 2004, Vendor Revenues increased \$3,342 or 04%, from 2003. 07% over 2002 revenues and .04% over 2003 figures which is double the .02% increase realized in 2003.

## **SPONSORSHIPS**

<b>Event</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
Martin Luther King Essay Contest	\$5,000	\$5,000	\$5,000
American Musicfest	\$129,738	\$139,653	\$190,278
Italian Lake Concert Series	0	0	0
Kipona Celebration	\$78,269	\$54,500	\$110,833
Holiday Parade	\$2,500	\$3,000	\$19,225
New Year's Eve	\$30,000	\$33,000	\$36,000
<b>Total</b>	<b>\$245,507</b>	<b>\$235,153</b>	<b>\$361,336</b>

<b>SALES ITEM REVENUES</b>	<b>2002</b>	<b>2003</b>	<b>2004</b>
	\$ 2,465	\$1,510	\$3,828

During 2004, revenue from festival merchandise sales increased \$2,318, an increase of 153.5% over 2003 sales. The increased sales were due in part to new merchandise and excellent product display, but mostly were the result of a Dept. of Parks and Recreation partnership with Big Brothers /Big Sisters who supplied members as sales staff at festival events.

In 2004, sponsor revenue increased by \$126,183. This figure represents a 55% increase over 2003 sponsorship dollars. The increase was due to the hiring of a new Marketing Manager and production of improved marketing materials.

## **TOTAL REVENUE (SUMMARY)**

	<b>2002</b>	<b>2003</b>	<b>2004</b>
Park Permit	\$7,935	\$6,132	\$6,095
Banner Fees	\$1,260	\$1,480	\$1,480
Vendor Revenues	\$84,376	\$86,687	\$90,029
Sales Items	\$2,465	\$1,510	\$3,828
Sponsorships	\$245,507	\$235,153	\$361,336
<b>Total</b>	<b>\$341,543</b>	<b>\$330,962</b>	<b>\$462,768</b>

Total revenues for 2004 increased \$131,806 or 39% over total revenues for 2003. The 2004 increase came mostly from increased Sponsorships of City Special Events and improved festival merchandise sales.

**BUREAU OF RECREATION**

## **BUREAU OF RECREATION**

### **Overview**

In 2004, the Bureau of Recreation proudly offered year-round recreation programming for the twentieth consecutive year since 1984 with the major theme, “The Choice Is Yours.” This theme stressed making the appropriate and correct choices in all areas of life through positive, fun-filled, educational, cultural, and sports/fitness related programming; programming that will expose inner-city youth, in particular, to experiences that will broaden their horizons and build their confidence and self-esteem; thus, setting the stage for their development into positive, motivated, young adults. In addition to the traditional games, sports and fitness workshops, clinics, and leagues, many new games and water activities such as snorkeling, and anger and stress management programs were offered. Carnivals for tennis, basketball, and soccer were offered in place of workshops and leagues for participants of all ages and ethnic backgrounds, whether they resided in the City or not. Nine of the most popular traditional and new programs which attracted thousands of new participants and observers were indoor tennis, The Black History Showcase of Talent, with its auditions, the Fishing Derby, the continuation of an ongoing Dance Class, The Black History Month Gala, playground activity days, summer sports and cultural workshops, Kickboxing, and Cardio-Step Classes. With the twentieth consecutive year of year-round programming, the credible image of the Bureau continued to grow and further establish it as the local leader in recreation programming and activities in the community. The annual participation figure in all programs for 2004 was 539,800 a 8% decrease from 585,760 in 2003. The decrease is directly attributed to a cool, wet summer adversely affecting the aquatics participation figures and the suspension of the winter and fall fitness and recreation programs due to extremely tight budgetary constraints.

Both traditional programs and new activities were organized with specific goals in mind to continue to maintain the very credible reputation of the Bureau to offer safe, positive, fun-filled educational, and culturally-diverse, programs at clean, attractive, well-maintained facilities for very minimal registration fees or for no cost at all. The goals consistently set forth each year to guide the Bureau are the following:

1. To enrich the quality of life in the community by providing pleasurable and constructive leisure opportunities for residents of all ages, backgrounds, and socio-economic classes.
2. To contribute to the physical, emotional, and social growth, health, and development of participants through various recreational experiences.
3. To prevent or minimize destructive uses of leisure time, such as gang behavior and drug abuse by offering young people desirable and enjoyable alternatives
4. To meet the needs of special populations by guaranteeing access to recreation programs on an integrated basis in the community.
5. To expand cultural experiences in the community by offering courses, special events, and field trips in the multi-ethnic/native arts, fine arts, and performing arts.
6. To provide safety and vocational training and counseling for the recreation bureau Program participants and staff.

With the Bureau's goals to guide programming and with input and new ideas from the staff and the community each year, programs were organized and underwritten with funding from the General Fund (\$914,291.00 in 2004) and corporate sponsorships, grants, and in-kind products (\$188,450 in 2004). The Bureau's activities were supervised by three (3) permanent management employees, a Recreation Director, a Deputy Recreation Director, and Special/Sports Program Coordinator; 5 bargaining unit employees. Other positions, from 35-150 in number, according to the season, were part-time employees.

### **Recreation Bureau Funding Sources**

#### **General Fund - 2004**

0183 Bureau of Recreation

Personnel Services	\$ 689,606
Operating Expenses	\$ 224,685
Capital Outlay	\$ 0
 TOTALS	 \$914,291 (\$ 902,078 in 2003) (.01% increase)

#### **Grants, Corporate Sponsorships, In-kind Services and Products**

Harrisburg Parks Partnership	\$15,000
Soccer Equipment/Clinics	10,000
Tennis Expansion Grant	3,000
Tennis In-kind Donations	6,000
School District Rentals -waived	20,000
Giant Summer Camps	10,000
McDonald's Coupons	2,000
City Island Fun Day	1,800
Volleyball Donated Prizes	15,000
Am. Bus. Women's Drama Circus Tickets	2,000
Donated Basketballs	1,000
Donated Golf Equipment	15,000
Golf Greens & Driving Range Fees	15,000
Youth Sports Photo Donation	100
SERTOMA Fright Night Tickets	500
Heat Tournament and Tickets	2,000
Caps, Mittens, and Scarves Donations	500
Egg Hunt tee-shirts/Give-aways	5,000
Black History Showcase	60,000
Fishing Derby	5,000

**Total** =\$ 188,450 (\$ 181,200 in 2003; **4**% increase)

## Winter 2004

Indoor Recreation Sites-General Recreation Activities organized with the Explore Program in the City schools was suspended for the Winter Program cycle due to severe budgetary constraints. In addition, the Fitness and Computer Classes for the Winter Cycle were also suspended.

### Special Classes, Programs, Activities, and Trips

CPR/First Aid Courses	= 200
Table Tennis (Boys Club-17 <sup>th</sup> & Hanover)	= 3,000
Penn State Job Fair	= 550
Black History Showcase (Artists, audience, TV)	= 27,000
Soccer Instruction and Indoor games, Practices (previously funded with corporate donations)	= 1,800
Black History Video	= 600
Black History School Visits	= 1,000
Mansion Black History Art Exhibit	= 400
Hamilton School Art Exhibit	= 7,000
Egg Hunt participants, parent, staff, volunteers	= 3,000
Egg Hunt Handouts and Eggs and Candy	= 20,000
York Intern and Job Fair	= 300
Black History Gala	= 800
Black History Youth Programs	= 750
National Civil War Museum Program	= 400
	= 66,800

**2004 Winter Participation Total = 66,800 (39% decrease from 2003 – 110,210; decrease due to suspension of recreation site, after-school programs being organized with Explore Program) and the suspension of (6) fitness classes held weekly.**

## **Winter Recreation Program**

### **Highlights**

**Black History Special Events-** The twelfth Annual Black History Month Community Art Exhibit organized by the Art Association of Harrisburg and the Parks and Recreation Department was held February 1 to March 31 at the Reservoir Park Mansion. In addition, as in previous years, Mr. Jerome Williams organized the Black History Month Student Art Exhibit from Hamilton Elementary School, which is traditionally exhibited in the Government Center Atrium in February and March. Also, the Bureau organized the Sixth Annual Black History Showcase of Talent to a standing-room-only crowd at the Forum. To help raise money for the Showcase, the Fifth Black History Month Gala was organized at the Hilton Hotel. Over 700 community members attended the semi-formal dance in February to kick-off Black History Month activities. Activities repeated from last year included adult panelists that visited elementary school to discuss Harrisburg when they were young. The cast of the Black History Month Showcase visited Lincoln School to perform a pre-show for the students in the evening. Black History videos and speakers were scheduled at the Brownstone for the general public. Lastly, an historical program focusing on “African American Educators of Harrisburg” was organized at the National Civil War Museum. The program was free to the public and attracted a record crowd of over 400 visitors.

**Annual Egg Hunt-** The Touch radio station for the eleventh year collaborated with the Department to attract over 5000 children and parents to Reservoir Park to hunt eggs, visit costumed characters and clowns, visit petting zoos, meet Park C. Squirrel, and take home treat bags, candy, and seed gardens. For the fifth year, pony rides, The Funky Chicken, and The Harrisburg School District Health Fair were a part of the day’s activities.

**Park Clean-ups-**In April, when the Commonwealth of Pennsylvania designated a “Keep PA Clean Day,” volunteers from the community, neighborhoods, or City agencies volunteered to clean Reservoir Park by picking up trash, weeding, and spreading tan-bark. This year the Visions Agency again assisted the Department. Following the clean up, an outdoor lunch was served at no cost to the volunteers at the rear of the Brownstone.

**Soccer** - Indoor programs in this sport were held at Sport City to offer beginner instruction and continuous skill sessions until late spring when summer sessions would be scheduled in the city parks.

**Job/Intern Fairs** - Employees of the Recreation Bureau attended three job fairs in the area to attract new seasonal employees, permanent jobs as they arise, and volunteers. The fairs attended were sponsored by HACC, York College, and Penn State Capital Campus.



## Summer 2004

The Summer Program with the theme “The Choice is Yours” was a great success in 2004 achieving a total participation figure of **440,900**. This was a 4 % increase over the 2003 figure of 425,600. Preparation for the Summer Program, as in previous years, began in March with the hiring of staff and the purchase of equipment and materials for the months of June, July, and August. The program was organized into three units: playgrounds and related activities, sports leagues and clinics, and aquatics.

### **Playgrounds and Related Special Events and Trips - Highlights and Achievements**

**Playground Orientation and Training-** To prepare the full and part-time staff for their assignments with the best knowledge of valid safety procedures, the Department ran its own two weeklong training and orientation sessions for Activity Specialists and Recreation Leaders, I, II, and III. In addition, CPR/First Aid Certification was required for full-time staff and the Recreation III Leaders who acted as supervisors at each playground. This Medic Alert two-year certification was free to the employees, compliments of the Department.

**Playgrounds-** Sixteen playgrounds were open with lunches served on fifteen of them from June 21-August 13. Three to six City staff were placed on playgrounds to implement the programs and act as liaisons to the neighborhood. In addition, activity specialists introduced arts and crafts projects, new games such as Koosh ball, fitness games, stress and anger management exercises, and nutrition programs, with “hands-on” fitness cooking and snack classes, at the Brownstone. Also, repeated this summer was a series of Activity Days at 7<sup>th</sup> and Radnor Field and Morrison Park. Special visitors and activities were organized with groups of playgrounds participating and competing against each other in tournaments and games. This allowed the participants to have fun, taught them to be positive with their bodies and minds, and interact and cooperate with youth outside their neighborhoods. Environmental programs and inter-action with special population youth from the Easter Seals organization exposed the City youth to a wide-range of new, fun-filled, positive experiences. In addition to the community and neighborhood children who were serviced at the playgrounds, many daycare agencies, special population groups and individuals with “Wrap-around” youth daily attended our playgrounds and programs. The playground program ended in August with a very successful Romper Week in a four-day special format. The first two days all playgrounds competed in a Track Meet and field day, and the third and fourth days all playgrounds went roller-skating, and swimming and received a treat and a special Parks and Recreation lanyard for their ID cards and keys. The staffed playgrounds in 2004 were the following:

Wm. Howard Day/Morrison Park  
Penn and Sayford  
Penn and Dauphin  
Gorgas  
4th and Emerald  
4th and Dauphin  
Lottsville  
19th and Forster-Pleasant View

14th and Shoop  
Royal Terrace  
Wilson Park  
Vernon Street  
Hispanic Center  
Cloverly Heights  
Reservoir Park  
Norwood

**Playground Participation Figure- Total 165,000**

## **Summer Leagues, Clinics, Carnivals - Highlights and Achievements**

**Activity Days-** The special carnival-styled programs were scheduled four times during the summer at Morrison Park and 7<sup>th</sup> and Radnor Field. Included in the multiple playgrounds scheduled activities were reading sessions by literacy volunteers, nutritional snacks, parachute games, basketball, races, foosball, and double dutch rope jumping. Cooperation and competition among participants and staff from multiple playgrounds taught many important life skills.

**Aerobics-** Toning and Floor Classes with the traditional Low-impact Aerobics continued to be popular free attractions to ladies and gentlemen looking for walk-in exercise programs of medium intensity. Both classes were scheduled in the City-owned, air-conditioned Brownstone Building, which kept the cost of the programs minimal for the Recreation Bureau and free to the participants. Kickboxing and cardio-step classes, with the new Body Sculpting, also attracted the “in-shape” participants for high intensity workouts. The new Pilates/Yoga class also proved to be popular and successful.

**Track-**As in previous years, the Department sponsored the local Hershey Track and Field Program, organized local winners to attend the District Hershey Meet, and sent a group of local youth to the State Meet in State College. In addition, the Department organized practices at the John Harris Field two nights per week and traveled with these participants to numerous all-call meets in Gettysburg, Millersville, and Carlisle.

**Basketball-**The Department did not sponsor a youth or adult male basketball league during the summer months. Energy and funds were channeled to boys and girls camps. Traditionally, the Over-18 Women League was organized with eight teams playing at Bishop McDevitt High School. Prizes of tee shirts and championship sweatshirts were awarded to individual players on the Championship and Runner-up teams. In addition, the Recreation Bureau co-sponsored the Ujima Teen League organized by Kaaba Brunson and Destry Mangus by underwriting the cost of the league tee shirts.

**Tennis-** Free summer tennis activities for youth were scheduled at two (2) sites throughout the City; Reservoir Park, and Morrison Park. John Harris High School and William Penn Middle School were under rehabilitation and construction. Instruction M-F, from June through August, concluded in a City-youth tournament with trophies being awarded to the top players in three age groups. Adult lessons were offered at John Harris for eight weeks with a minimal cost being charged. The second adult tennis program attracted over 90 people to HACC for the Harrisburg Open Tennis Tournament. At the conclusion of the summer, the youth and adults were invited to attend the Arthur Ashe Day at the US Open Tennis Complex free of charge. All who attended were thrilled to meet and see many tennis greats who helped with clinics and fun matches that day in Flushing Meadows, New York.

**Junior Golf** - The Junior Golf Program was the most extensive ever in its ninth year as part of the Summer Parks and Recreation Program. The Summer Program ran from June to August. Youth ages 6-16 participated in a deluxe, yet, totally, free junior golf program thanks to the City, the Harrisburg Parks Partnership and a \$15,000 grant from the United States Golf Assoc. Foundation for the fourth year. During the summer, City youth could attend sessions Monday through Friday from 9-noon in Reservoir Park for free instruction. As part of that program, youth also visited golf courses or driving ranges or both each week as part of the program.

In addition, these same participants played with pros in the Reese's Pro-Am, attended a clinic with golf pro Jim Furyk, and attended a golf clinic and played golf with corporate sponsors at the Mayor's Annual Golf Outing in August at Dauphin Highlands Golf Course. The junior golfers received free shirts, hats, and, in some cases, free golf clubs and trophies.

**Soccer**-Soccer in the summer is evidenced by a number of different programs. Free soccer demonstrations for beginners were scheduled at each of the sixteen playgrounds. Playground youth and the community youth were also invited to a free one-week day camp at 7th and Radnor Field for all levels of play. Again, the Dauphin County Agency on Drug and Alcohol helped underwrite the cost of the clinic; HEAT and Parks and Recreation staff acted as instructors for the week-long day clinic. Shirts, water bottles, and balls were given to all the attendees' compliments of the Department and Dauphin County. If the youth wished to attend free evening soccer sessions at three fields in the evenings from June to August, they could also participate in these sessions free of charge to receive additional instruction or practice their skills. In August or earlier, the youth were encouraged to register for fall teams with the Harrisburg Youth Soccer Club. Team registration costs are minimal since the cost of the teams is partially underwritten by the Department of Parks and Recreation, the Harrisburg Parks Partnership, and private donations.

**Volleyball**-Volleyball on City Island has grown in the last eight years to boast the largest participation figures in the State and possibly the nation for a schedule of sand league games and sand tournaments. Last year the league had over 220 teams and over 800 participants. Four tournaments were popular and were scheduled on the major holiday weekends.

**Arts and Crafts**- At one special event, the Department offered free arts and crafts instruction and handouts for youth ages 5-10. The event in Reservoir Park was the African Festival. Projects such as painters hats, yo-yo's, visors, sunglasses, masks, frames, and many other projects were organized for children and their parents to create together. The projects or kits were purchased with funds from the Department; the staff was Recreation Bureau employees. In addition, the Department organized arts and crafts at the Tabernacle Church Health Fair, and the HACC Diversity Festival.

**Summer/Sports/Arts Camps**- Giant Foods, Inc., helped sponsor a series of seven (7) one (1) week summer day camps free to City youth. Camps included the following and were very successful: football, cheerleading, drama/ dance, ladies basketball, boy's basketball, wrestling, and baseball. Tee shirts, certificates, and trophies were given to each participant.

**Summer Computer Classes** - Computer classes were offered to each staffed playground for a one-week period. Classes of 20 youth visited the Brownstone to learn the basics of computer music programs. At the end of the week, each youth “burned” a musical compact disc as a memento of the summer program. In addition, youth documented the environment surrounding each playground, stored it on a computer CD, and printed displays. The final project was a collaborative “rap” CD about the positive aspects of the City of Harrisburg, especially its parks, programs, and special events. The Pennsylvania Parks and Recreation Society recognized the tape as a project worthy to win its 2004 Excellence in Programming Award.

## 2004 Summer Special Events, Leagues, and Clinics Participation

Special Events, Activity Days, Handouts	85,000
Playground Orientation and Training	6,500
Track	7,500
Teen Basketball Activities	7,000
Aerobics	8,000
Tennis	7,500
Golf	7,000
Volleyball (Unstructured)	14,500
Volleyball Leagues and Tournaments	39,000
Romper Week	6,000
Jazz Under the Stars/Reception	7,000
Women's Basketball League	4,000
Summer Soccer	3,500
Music Comp. Classes	1,500
Hbg. School Dist. Homeless Program	3,800
Summer Camps	6,500
Straits Carnival-Farm Show	3,000

**2004 Summer Special Events, Leagues, and Clinics Participation- 217,300; (5% increase over 207,000 in 2003).**

**Aquatics and Pools-** The City of Harrisburg's Summer Aquatics Programs operated at three (3) seasonal swimming facilities from Memorial Day to Labor Day, 2003:

1. Jackson Lick Pool, N. 6<sup>th</sup> Street
2. City Island Beach, north end of City Island
3. Pool #2, end of S. 18<sup>th</sup> Street

The aquatics staff, totaling forty-five (45) part-time employees, and (1) full-time employee filled the positions of manager, assistant manager, lifeguard, cashier, monitor, concession worker, and certification instructor.

Aquatics activities were organized into three (3) basic components:

1. Training, certification, and orientation;      Participation = 2,100
2. Learn-to-Swim;      Participation = 1,500
3. Recreation swimming by general public and city youth-related agencies;

Pool #1	Participation =15,000
Pool #2	Participation =20,000
City Island	Participation =17,000

The participation for all related aquatics activities totaled 58,600 in 2004; this was a slight decrease from the total participation of 62,600 in 2003; the decrease was due to a very wet, cool summer.

## **Aquatics - Highlights and Achievements**

**Aquatics Training-** Training for lifeguards, monitors, and concession workers was scheduled from April to the end of August. Courses for CPR/First Aid, Lifeguard Training, Water Safety Instruction, and Instructing Lifeguard Certification were organized for the employees of the City for minimal cost or for free. The classes were organized at the Reservoir Park Mansion, the Brownstone Building, and at Pool #1 and #2. This implementation of in-house certification enabled the Department to certify all personnel according to Commonwealth requirements for very minimal costs and also allows the City to offer very, inexpensive Learn-to-Swim lessons since three (3) City staff are Learn-to-Swim and Lifeguard certified instructors. In-house training continued daily at each facility with safety drills and during routine pool and beach checks. Equipment was inspected four times daily during each pool or beach check as was water quality and clarity. No major accidents occurred at any of the swimming facilities, and City Island Beach, Pool #1, and Pool #2 were inspected and staff evaluated by The Commonwealth and received above average ratings at each visit.

**Learn-to-Swim Classes-** Learn-to-Swim classes were held for beginners and advanced beginners for both youth and adults at Pool # 1 and #2. Community residents, as well as day camp participants and church youth groups, participated in the two-week sessions. The Parks and Recreation Department collected a \$5.00 administrative fee for each person; this was passed directly to the Harrisburg Red Cross Chapter. At the completion of the youth courses, the Department rewarded participants with certificates, ribbons, candy, and tee shirts or some other handout. At the conclusion of the adult course, the participants were invited to a celebration picnic at the pool.

**Recreational Swimming-** Recreational or “fun” swimming filled much of the daily schedules at the pools and City Island Beach. Pools operated Tuesdays through Friday, noon to 6:00 pm. Saturdays and Sundays, 1:00 to 7:00 pm. The Beach operated from noon to 6:00 pm daily and 1:00 to 7:00 pm on weekends. Traditionally, the pools are closed on Mondays and City Island Beach on Wednesdays for maintenance. The greatest increase in participation in the last two or three years has been with the visitation of daycares, day camps, church groups, and playgrounds. Participants registered with one of these groups receive discounted rates or swim for free because an agency has purchased a group pass. Following the 2004 swimming season, investigative tests were performed at Pool #2 to identify leaks. Problems in both the scum gutter and return lines were identified and will be repaired prior to the 2005 season opening date.

### **2004 Summer Total Participation -**

<b>Playgrounds -</b>	<b>165,000</b>
<b>Clinics/Leagues -</b>	<b>217,300</b>
<b>Aquatics -</b>	<b>58,600</b>
<b>Total -</b>	<b>440,900 (425,600 in 2003; 4% increase)</b>

**Fall Program Cycle-** The Department of Parks and Recreation suspended recreational and cultural activities in conjunction with the Harrisburg School District Explore Program for eight weeks in the Fall due to budgetary constraints. The Department focused on special programs and events and the auditions for the 2005 Performing Artist Showcase of Talent. The Fitness class schedule was implemented following a hiatus from January to June, 2004; it continued through December 2004.



## **Highlights and Achievements**

**Penn State Intern/Job Fair-** The Department was one of hundreds of agencies that displayed job and intern opportunities for the fall, winter and summer. Approximately 2500 students visited the fair to collect information on future placement opportunities.

**Soccer League-**The Harrisburg Youth Soccer Club, working with the Department, sponsored twelve (12) intramural soccer teams for youth ages 5-10. Thanks to the Department, the Harrisburg Parks Partnership, and the Mark Brezler Foundation for extra funding, the soccer program gave every participant a great playing schedule on Saturday mornings, a uniform, shin guards, a ball, and a trophy. An awards recognition party was held at Star Skating Rink. The soccer coordinator and all the coaches, referees, and parents along with the players should be commended for a great season.

**Aerobics-**Free Low Impact, Toning Classes, Kickboxing, Cardio-Step Body Sculpting, and Pilates continued into fall from the winter and summer cycle at the Brownstone Building at no cost to the participants, adults over 18 years of age. Plans again were formulated to retain two instructors, hire one additional instructor and have all instructors certified in additional classes. This commitment to upgrade the number and certification of the instructors will result in two additional classes for the year 2003. Registration on site at the first visit is mandatory.

**Fishing Derby-** This sixth annual very popular free activity, the brainstorm of the Deputy Director, again attracted over 5000 fishing enthusiasts, workers, sponsors, volunteers and curious on-lookers. The Jackson-Lick Pool filled with the pool water from summer swimming (without the chlorine) seemed to be the perfect habitat for over 1500 hybrid striped bass, ranging in size from 12-24 inches. Populations of various segments of the City fished for four days and had a great experience. On the fifth day, all remaining fish were scooped from the pool; Prizes for catching tagged fish and for other contests were donated by area vendors and agencies. Again, Dr. Frederick Rommel was invaluable as the aqua-biologist from the Dept. of Agriculture who assisted in the water quality for the fish. In 2004, a casting contest continued as an additional challenge to fishermen of all ages. Additionally, Leo Dunn, from the Department of Agriculture donated the materials and printing for the brochures and posters. And, in conclusion, as in the previous five years, the celebrity tagged fish named for Mayor Reed eluded all the anglers and rested in the deep end of the pool.

**City Island Fun Day-** Again, this annual special event sponsored by the City and the Keystone Aquatics Club in October highlighted, free of charge, fall-type activities with a visit to Reservoir Park since the Pavilion was under construction on City Island. More than 125 youth participated with our staff and parent chaperones to decorate pumpkins from Herrs Farms, have lunch at the picnic pavilion, and ride the Riverboat. The Club again took a very active role in the day by grilling hotdogs and hamburgers for the participants. Tee-shirts for the youth to keep as a memento of the day were underwritten by the Keystone Aquatics Club. Photos, a thank-you banner and the many thank-yous' from the participants and staff on the day of the event were assurances that the Club's support is appreciated.

**Fright Night**-Once again, The SERTOMA Club sponsored the free scary activities on City Island and invited one hundred-fifty recreation site participants to visit the activities at discounted prices to the Department. The Halloween activity is a safe, fun-filled outing for the City youth.

**Holiday Events and Programs**- Both traditional and new activities brought the 2004 program year to a grand finish. The Door Decorating Contest for City Departments and Bureaus was a success with ten (10) decorated doors focusing on the theme, “Favorite Holiday Stories.” And for the second year, the Department also organized a wreath-decorating contest with 15 City clubs and agencies participating. This theme for the doors was also the Holiday Parade theme; the Bureau helped organize the parade units and also entered an inflatable Ginger Bread House with Ginger Bread Men & Women and Bakers marching alongside. The Parade kicked off the opening of the City Island’s Holiday Light Display on public display throughout the holiday season. The Holiday Celebration in City Hall December 20 honored the Coloring Contests Winners from the elementary schools and the winners of the Door Decorating Contest and the wreath contest. A total of 400 caps, mittens, and scarves were collected for agencies in town and delivered by Santa. The community youngsters celebrated the holiday by participating in a skating party. A pizza party, compliments of the Harrisburg Parks and Recreation Department was also held at the skating party.

**Harrisburg Dance Classes**- For the third year, a pre-teen and teen program designed to teach basic dance steps for fun, exercise, and to act as a feeder program for the Black History Showcase of Talent Dance Ensemble was implemented. Classes for two age groups ranging from 8-18 are scheduled for two hours sessions twice a week at Lincoln Elementary School.

#### **Fall - 2004 PROGRAM PARTICIPATION**

**Special Classes, Programs, Activities, and Trips**

Black History Showcase Auditions	= 1,500
City of Hbg. Dance Ensemble and Classes	= 300
Penn State Capital Job and Intern Fair	= 2700
Soccer League	= 8000
**HEAT Professional Games	= 350
Fall Golf	= 300
Aerobics	= 5000
Fishing Derby - Participants, volunteers, and staff	= 5000
Volleyball facility available	= 0
City Island Fun Day	= 300
Fright Night	= 500
Door Decorating/Wreath Contest	= 100
Coloring Contest and Santa Letters	= 1800
Holiday Award Ceremony	= 250
Caps and Mitten Collection/Distribution	= 400
Recreation Sites Holiday Skating Party	= 600
Parade Float and Marchers and dancers and units	= 5000

**2004 Fall Participation Total = 32,100 (51,450 in 2003) - 19% decrease (decrease due to suspension of involvement of Parks and Recreation in the Explore After-School Program in elementary schools due to budgetary restrictions.)**

2004 Total Recreation Figure 539,800 (8% decrease from 585,760 in 2003; decrease attributed directly to cool, wet summer which affected swimming participation figures and the suspension of Winter and Fall Indoor recreation site programs due to budgetary constraints and the suspension of Winter Fitness Classes.)

### **2004 Major Achievements**

1. Despite extremely tight budget constraints, the Recreation Bureau received 1% increase in the general fund budget to maintain the quality and number of existing programs with modest expansion.
2. Annual Tennis Trip to Arthur Ashe was a big success with 75 youth and adults attending pre-US Open Festivities for free; many celebrities and tennis pros were on hand to entertain and mix with they youth.
3. The participation in Straits Carnival at the Farm Show Complex attracted City-wide 3000 youth from playgrounds and daycare agencies.
4. Introduction of “The Choice Is Yours” theme for the Summer Enrichment program which incorporated new games and programs for the youth: fitness, stress and anger management, nutrition, roller lading, and activity days in two major parks, new games such as koosh ball, frisbee golf, etc. and Giant Foods, Inc. sponsored Summer Day Camps.
5. Expansion of the summer junior golf activities and trips with a two year \$40,000 grant from the United States Golf Association Foundation to include visits to major golf courses, tournaments, and clinics; one highlight was a trip to Hershey to attend a clinic conducted by Jim Furyk 2003 was the third year that the USGA Foundation awarded the Department monies for the Junior Golf Program.
6. Sponsorship of the activities of the Harrisburg Youth Soccer Club by the D.C. Drug and Alcohol, the HEAT Pro Soccer Team, and the Harrisburg Parks Partnership resulting in \$12,000 in support.
7. Organization of Black History Showcase auditions for the third year for the annual show highlighting area youth. Over 250 acts auditioned.

8. Maintaining four very popular community-wide special programs, the Fishing Derby, the Harrisburg Dance Ensemble and instructional classes, (to perform at events,) The Black History Showcase of Talent, and the Black History Gala to raise funds for the Showcase of Talent.
9. Addition of wrestling in already existing, very successful summer camp schedule of programs which featured boys basketball, girls' basketball, drama, dance, cheerleading, baseball and football.
10. Implementing of in-house aquatic certification classes for Lifeguarding, CPR, First-aid, and Water Safety Instruction. These classes certified or re-certified over 55 individuals for summer employment.
11. Winning the Pennsylvania Parks and Recreation "Excellence in Programming" for the playground participants rap song about wonderful, positive aspects of the City of Harrisburg and especially its parks and playground.

**BUREAU OF PARKS MAINTENANCE REPORT**

## **Bureau of Parks Maintenance**

### **Overview**

The Bureau of Parks Maintenance operations reached new heights in 2004 due, in part, to an increase in the amount of machines purchased and equipment replaced over the past ten years. Since 1992, the entire fleet assigned to this Bureau has been replaced with State-of-the-art vehicles, all of which contain aluminum dump beds, tool boxes, salt spreaders, and snow plows as accessories. In 1992, we ordered a new fleet of vehicles; in 1992, we also purchased a new bucket truck; purchased a small trash packer; and in 1996, we purchased new walk-behind push mowers, one new 72" riding mower, and several new chainsaws as well as other additional lawn mowers were purchased with 72" cutting decks to assist us with our maintenance responsibilities. In 1998, two new trucks and a new brush cutting unit were purchased. In 1999, we purchased an additional 4 wheel drive vehicle. In 2002, the Department purchased a Bark Blower. These purchases have led to an increase in productivity with no increase in the number of employees. Vehicles over 10 years of age have been identified and as soon as funding is available, we will replace all vehicles with a high down time or high mileage. Vehicle fleet management is an on-going expense and process.

The Bureau of Parks Maintenance is directly responsible for: the maintenance of twenty-eight parks, playgrounds, and open space areas, two pools, a lake, twenty vacant parcels, two softball fields, one combination sports complex, numerous basketball and tennis courts, 450+ acres of turf (which is mowed weekly), 4.5 miles of Riverfront embankment, and a 1,200 acre Greenbelt; the removal of trash and debris from the City=s parks and playgrounds; snow removal from the City=s parks, playgrounds, public steps, and bridge sidewalks; and the care of 50,000 shade trees located on City property. In addition to our routine maintenance, the City of Harrisburg experienced a Tornado on August 4, 2004, and a major flood associated with Tropical Storm Ivan on September 19, 2004. Recovery efforts are still underway and are expected to be completed in late 2005.

Special events are also a major responsibility of the employees in the Bureau. These same individuals also assist with set-up and tear-down for 200 City events ranging from daily park permits issued for private functions to large scale community festivals such as the American Musicfest and Kipona Celebrations.

In the past nineteen years, City Island, once vacant, has been transformed into a regional recreational facility which offers miniature train rides, Riverboat rides, minor league baseball, a multipurpose sports complex, volleyball, miniature golf, a turn-of-the-century Beach House, and food concessions, and which annually plays host to hundreds of thousands of area residents and tourists. Harrisburg=s park system has not experienced this level of commitment since the City Beautification Movement dating back to the turn-of-the-last-century. Eleven years ago, a superintendent was hired to oversee construction, maintenance, merchant operations, and permit activities on City Island. (See City Island Superintendent report for more information.)

## **2004 Annual report**

### **City Island**

#### **Skyline**

- stripped and rewaxed floors in the restroom, locker rooms and concession area
- repaired locker and restroom facilities (general usage)
- replaced flooring and wall boards in locker room/restroom facilities
- cut and maintained field and lawn areas
- verta cut, seeded, aerated, and fertilized field area
- placed sand and maintained volleyball courts
- repaired railings and steps (as needed)
- set up and clean up for picnics and special events
- set up and clean up for sporting events (football, soccer, softball, etc.)
- placed wood carpet under fitness equipment
- cleaned restrooms on a daily basis (during open season)
- cut weeds and growth on embankments
- weeded, placed herbicide, planted all planter beds
- winterized and dewaterized restroom and locker room facilities
- set up and decorated for Winterfest
- removed trash on a daily basis (spring, summer, fall)
- removed trash once a week (winter)
- edged out fence line and added gravel to create a warning track
- flood clean-up

#### **Riverside Village**

- clean up of mud and debris from minor flooding
- re-seeded and planted entire area
- removed dead or damaged trees and shrubs
- cut embankments
- maintained overlook, walkways, steps, and hand railings
- cleaned and repainted Riverview Pavilion
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- winterized and moved all City-owned buildings
- set up and decorated area for Winterfest
- winterize restroom facilities
- assisted vendors as needed or requested
- trimmed all trees in this area
- repaired, prepared and repainted all of the buildings
- cleaned restroom building twice on a daily basis from March thru October
- repainted restroom building and installed new tile floors in both the men's and women's room
- rehung new doors on restroom building
- replaced table tops and seats on overlook deck table
- replaced flooring in buildings as needed
- flood clean-up

## **City Island (continued)**

### **Log Cabin Area**

- clean up mud and debris from minor flooding
- Re-seeded and planted entire area
- thoroughly cleaned and disinfected John Harris Trading Post
- removed damaged trees
- cut and maintained lawn area
- weeded, placed herbicide, planted, and mulched garden areas and planters
- repaired, replaced, and maintained building, wooden walkways, ramps, and railings
- flood clean-up

### **Riverboat and Area**

- clean up of entire boat launch area (mud and debris) walkways, and ramps
- assisted with placement and removal of riverboat docks
- repaired damaged docks and walkways
- assisted with placement and removal of Riverboat
- installed new hand rails along ramps to the Riverboat
- flood clean-up

### **Harbourtown Playground**

- mud and debris clean up from minor flooding
- placed woodcarpet around buildings and play apparatus (200 cubic yards)
- repaired and placed equipment
- cut and maintained all lawn areas
- cut back growth along fence line
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- repaired, prepared and painted all wooden structures and fencing
- flood clean-up

### **Beachhouse**

- mud and debris clean up from minor flooding
- wash down, clean, and disinfect entire lower level
- wash down and clean beach area
- removed all damaged trees
- cleaned and organized second floor
- made repairs as needed
- installed and removed buoys for swimming area
- installed and removed lifeguard chairs
- removed weeds and sprayed beach area
- made all necessary repairs as needed
- flood clean-up



### **Beachhouse (continued)**

- cut and maintained all lawn areas
- dewinterized and winterized building
- removed trash daily (spring, summer, fall)
- cleaned and maintained restroom and shower facilities
- decorated for Winterfest
- flood clean-up

### **RiverSide Stadium**

- set up area for the season
- make all repairs not covered by contracts
- cut and clean embankments, parking lots, etc,
- weeded, placed herbicide, planted and mulched in all planters and beds
- assisted and prepared for opening of baseball
- repaired and replaced plumbing fixtures
- cleaned and disinfected entire clubhouse and concession areas
- exercised all flood doors (6)
- winterized and dewinterized buildings and trailers
- painted ticket booths (2)
- maintained all landscaped areas
- maintained all bleachers and seating
- placed stone dust on walk path along Championship Drive
- assisted Harrisburg Senators as needed
- flood clean-up

### **Miscellaneous**

- placed recycling trash containers throughout the park
- removed all dead or dangerous trees
- thinned out and trimmed trees throughout City Island
- all lawn areas were graded and re-seeded
- placed barges for concerts, festivals, etc. (Riverfront lower walkway)
- cut and maintained all lawn areas and embankments, roadways, parking lots, ramps bridges, etc.
- planted, placed herbicide, mulched, and weeded all garden areas
- repainted City-owned buildings (Ranger Station, work sheds, etc.)
- planted arborvitae and trees around sewage pump station on north parking lot
- repairs to the Park Ranger Station as needed
- removed, plowed snow on entire island, salted as needed (steps, walkways, roads, parking lots, etc.)

### **Miscellaneous (continued)**

- trimmed and removed trees for South Pointe Marina
- placed concrete sealer on Carousel Field Pavilion floor
- flood clean-up and recovery

### **Riverfront Park**

- edged and cleaned curb line along entire park (4.5 miles)
- snow removal (walkways, steps, Swenson Plaza) and Walnut Street Bridge
- planted various trees
- removed storm damaged and dead trees
- repaired upper and lower walks (as needed)
- removed mud and debris from minor flooding (lower walk)
- removed weeds and sprayed (lower walk)
- filled in washouts and sinkholes (as needed)
- cut and maintained all lawn areas
- maintained all overlooks and steps
- removed trash daily (spring, summer, fall)
- removed trash once per week (winter)
- maintained, planted, placed herbicide flower beds and formal gardens
- cut and maintained river bank (north City line to Dock Street Dam area) (as needed)
- repaired, replaced, and painted benches and trash receptacles
- repaired and painted overlook and step railings
- regraded and seeded various areas (as needed)
- set up, tear down, and clean up of all special events
- placed wood carpet on para-course
- removed and reinstalled wrought iron handrails on the steps and ramps leading to the lower level
- placed recycling trash receptacles through-out entire park
- flood clean-up and recovery

### **Sunken Garden**

- clean up of flower beds, place herbicide, replant and mulch (all beds)
- cut and maintained lawn areas
- trimmed and shaped hedges
- weeded and maintained beds
- repair and replace signage (as needed)
- repair irrigation system as needed
- repaired Gazebo and resealed with wood preservative
- flood clean-up and recovery

## **Kunkel Plaza**

- planted new plant material
- weeded, placed herbicide, and maintained planted areas
- mulched all areas
- cleaned and pressure washed entire area (as needed)
- repairs to irrigations system
- removed graffiti (as needed)
- replaced signage (to deter misuse of area)
- set-up, tear-down, and general clean-up of special events
- trimmed all trees in this area (10)
- placed skate stoppers on concrete benches and planters
- repaired hand rails
- removed storm damaged trees

## **Reservoir Park**

- placed woodcarpet on playground area (300 cubic yards)
- removed snow and ice on walkways, roadways, steps, and parking areas
- repaired damage and vandalism to all facilities
- repaired, painted, and replaced park benches
- repainted or replaced trash barrels
- trimmed and removed dead wood from trees throughout park
- removed dead or dangerous trees
- cleaned up storm damage (as needed)
- cut and maintained all lawn areas and embankments
- maintained arts village buildings
- maintained Mansion
- maintained bandshell, restrooms, pavilion, and Ranger station
- winterized, dewatered, cleaned and maintained fountains, pumps, and electric
- weeding, mulching, placed herbicide all gardens, planted beds, etc.
- winterized, dewatered and made repairs to restroom facilities
- planted new trees
- maintained extensive gardens including but not limited to: entrance areas, Mansion gardens fountain area, drift gardens, lower reservoir embankment, arts village, and Brownstone area
- planted shrubs, flowers, and trees at 18<sup>th</sup>, Whitehall, and Walnut Streets traffic island
- replanted trees as needed
- snow removal throughout the park, i.e., (NCWM, Mansion, Art buildings, Brownstone, etc.)
- planted trees along fairway
- assisted contractor with rehabilitation of the Bandshell
- relocated park benches
- clean-up storm damaged trees

### **Italian Lake**

- removed all dead or dangerous trees
- thinned out and trimmed all trees throughout Italian Lake
- cut and maintained lawn areas
- removed dead trees and brush
- painted, repaired, or replaced benches
- weeded, placed herbicide, edged, and tanbarked all beds
- repaired restrooms facilities
- winterized restrooms and fountain
- added chemicals for aquatic weed control
- trimmed hedges
- removed weeds and growth from fence line
- added copper sulfate for algae control
- removed snow (all walkways and steps)
- placed aerifiers in Lake
- removed trash daily; did regular clean up
- made all necessary repairs as needed
- had bowmanite walkways repaired, cleaned and sealed
- planted arborvitaes
- planted trees
- replaced all dead plants and shrubs
- placed mulch in all formal garden areas
- flood clean-up and recovery

### **Monument Plot**

- removed all dead trees
- thinned out and trimmed all trees
- cut and maintained lawn areas
- removed snow from walkways
- regular clean up

**Braxton Playground - This site was rehabilitated in 2003, new equipment and layout was changed, benches and tables were added.**

- cut and maintained lawn areas
- repaired damaged gate
- cleared fence line of growth, weeds, and debris
- sprayed fence line with weed killer
- regular clean up
- removed trash daily
- removed snow and ice from walkways
- replaced woodcarpet as needed

### **7<sup>th</sup> and Radnor Ballfield**

- filled in depressions and over-seeded field
- edged and cut back infield to bring up to baseball standards
- added infield material, where needed
- cut and maintained field area
- repaired backstop, fencing, and bleachers (as needed)
- cleaned and maintained basketball courts area
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- cleaned restrooms on a daily basis
- winterized and dewaterized restroom and concession building
- removed snow and ice from walkways
- placed woodcarpet under fitness center
- rebuilt the pitchers mound and home plate area
- installed netting to protect foul balls and soccer balls from going onto private property
- replaced/repainted benches and bench boards

### **Gorgas Playground**

- cut and maintained lawn areas
- filled depressions and seeded (as needed)
- placed woodcarpet under play apparatus
- repaired play apparatus and benches
- painted play apparatus (as needed)
- trimmed trees
- removed storm damaged trees
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow and ice from walkways
- maintenance and clean up performed on a routine basis
- replaced/repainted benches

### **4<sup>th</sup> and Emerald Streets Playground**

- fill in depressions and seeded (as needed)
- cut and maintained lawn areas
- maintained pavilion and basketball courts
- repaired, removed, and replaced damaged equipment
- added woodcarpet under and around play apparatus
- cleaned fence lines of weeds and growth
- repaired fences
- removed dead/dangerous trees
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)

#### **4<sup>th</sup> and Emerald Streets Playground (continued)**

- replaced/repainted benches
- cleared snow and ice from walkways
- trimmed trees on and around play area (as needed)
- trimmed shrubs

#### **4<sup>th</sup> and Dauphin Streets Playground**

- cut and maintained lawn area
- maintained basketball court and play apparatus (as needed)
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow from walkways
- placed woodcarpet under play apparatus
- replaced damaged play apparatus
- repaired damaged fence
- replaced/repainted benches

#### **Penn and Dauphin Streets Playground**

- maintained lawn areas
- repaired play apparatus and equipment (as needed)
- placed safety material under play apparatus
- removed trash daily (spring, summer, fall)
- removed snow from walkways-cleared fence line of weeds and growth

#### **Penn and Sayford Streets Playground**

- cut and maintained lawn areas
- maintained park and paved areas
- repaired, replaced, or removed damaged equipment
- removed weeds and growth from fence lines
- removed trash daily (spring, summer, fall)
- removed ice and snow from walkways
- placed woodcarpet material under play apparatus

#### **5<sup>th</sup> and Harris Playground**

- cut and maintained lawn areas
- repaired, replaced, or removed damaged equipment
- removed weeds and growth from fence lines
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow and ice from walkways
- placed woodcarpet under play apparatus

### **Morrison Park (formerly known as Sunshine Park)**

- replaced all field lights, and broken light covers
- cut and maintained lawn area
- cleaned and maintained pavilion, basketball, tennis, and sand volleyball courts
- scarified and drug softball field
- aerated and re-seeded grass area of field
- repaired restroom facilities
- removed trash daily (spring, summer, fall)
- added infield material to bring field up to standards
- trimmed or removed trees as needed
- cut and maintained embankments
- repainted practice wall (tennis)
- replaced water fountain

### **Wilson Park Playground**

- repair and paint picnic tables
- cut and maintained lawn area
- trimmed and removed trees
- placed woodcarpet under play apparatus
- repaired equipment (as needed)
- removed trash daily (spring, summer, fall)
- removed snow from walkways

### **Royal Terrace Playground**

- cut and maintained lawn areas
- removed weeds and growth from fence lines
- placed woodcarpet under all apparatus
- repaired, replaced, or removed damaged equipment
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- cut and maintained Linden Terrace plot
- cleaned and opened all storm sewers and drain lines
- replaced/repainted benches

**Vernon Street Playground** - This site was rehabilitated in 2003, all new equipment was installed, and layout was changed.

- cut and maintained lawn areas
- cut back forsythia bushes
- removed weeds and growth from fence lines
- repaired, replaced, or removed damaged equipment
- repainted grills and equipment (as needed)
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow and ice from walkways
- maintained pavilion (as needed)
- removed all equipment and prepared site for total rehabilitation
- cut and maintain lawn areas
- assisted contractor with rehabilitation (as needed)

**Norwood Street Playground**

- placed woodcarpet under all play apparatus
- repaired, replaced, or removed damaged equipment
- cut and maintained lawn areas
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- repaired fencing
- removed dead trees

**19<sup>th</sup> and Forster Streets Playground**

- cut and maintained lawn area
- repaired, replaced, or removed damaged equipment
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow and ice from walkways
- repaired fence
- trimmed trees and removed dead wood
- placed woodcarpet under play apparatus

**14<sup>th</sup> and Shoop Streets Playground**

- repaired and replaced damaged equipment
- repaired gates and fencing
- maintained garden area and planters



### **14<sup>th</sup> and Shoop Streets Playground (continued)**

- placed woodcarpet under all play apparatus
- cut and maintained lawn areas
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed ice and snow from walkways
- water fountain was replaced

### **Cloverly Heights Playground**

- repaired basketball backboards
- repaired fencing
- repaired, removed, or replaced damaged equipment
- repaired park benches
- cut and maintained lawn areas
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)
- removed snow and ice from walkways
- repaired damaged walkway
- placed woodcarpet under all apparatus
- repainted pavilion and all play apparatus

### **Shipoke Playground**

- filled sinkholes and reseeded area
- repaired and replaced play equipment
- repaired fence, pavilion, and benches
- removed snow and ice from walkways
- trimmed trees
- replanted trees
- cut and maintained lawn area
- removed trash daily (spring, summer, fall)
- removed trash once a week (winter)

### **Pool #1**

- repaired buildings and painted as needed
- cleaned fence lines of weeds and growth
- replaced/repairs filter house, locker rooms, and office area doors
- made repairs as needed/or requested
- maintained lawn areas and pool deck
- performed routine maintenance and clean up
- removed trash daily (spring, summer)
- winterized and made repairs in areas not covered by contract
- set-up for fishing derby

## **Pool #2**

- painted and repaired buildings (as needed)
- cut and maintained lawn areas and pool decks
- planted and maintained planter bed
- removed weeds and growth from fence lines
- maintained play area and playground equipment
- cut and maintained lawn area around City-owned house (1408 South 18<sup>th</sup> Street)
- trimmed and removed trees around pool area
- removed trash on a daily basis during summer months
- placed woodcarpet under playground equipment
- removed playground equipment due to vandalism

## **Paxtang Park and Spring House**

- cut and maintained lawn areas
- repaired spring house as needed or requested
- regular clean up and trash removal

## **Paxtang Parkway (Greenbelt)**

- removed dead or fallen trees
- cleaned logs, brush, and debris from creek
- cut back trees and growth along roadway
- cut and maintained lawn areas
- regular cleaning and trash removal
- assisted Greenbelt Association with clean-up as needed or requested
- assisted Eagle Scout with mile marker project

## **Cameron Parkway (Greenbelt)**

- removed dead and fallen trees
- cleaned logs, brush, and debris from creek
- cut back trees and growth along roadway
- painted gates
- cut and maintained lawn areas
- regular clean-up and trash removal
- assisted Greenbelt Association with clean up as needed or requested

### **Five Senses Garden Area (Greenbelt)**

- removed dead or fallen trees
- cleaned logs, brush, and debris from creek
- cut back trees and growth along roadway
- planted trees
- regular clean up and trash removal
- assisted Greenbelt Association with clean up as needed or requested
- placed woodchips for walk paths

### **Dock Street Dam Area to Cameron Street Area (Greenbelt)**

- general clean up
- assisted with planting of trees
- hauled woodchips to various locations
- assisted with trash and brush removal
- spread stone for walk path
- cut back brush along pathways
- removed fallen trees

### **13<sup>th</sup> Street Plot Area (Greenbelt)**

- cut and maintained lawn area
- removed trash and debris from side of embankment from illegal dumping

### **Open Lots**

#### **25<sup>th</sup> Street Plot**

- cut and maintained lawn area
- removed snow from sidewalk and salted
- general clean up of area

#### **Hoffman and Graham Streets Plots**

- cut and maintained lawn areas
- general clean-up of area

#### **Quigley=s Plot**

- cut and maintained lawn areas
- cut back brush on embankment
- removed trash from embankment
- removed snow from walk and steps
- salted walk and steps

## **Miscellaneous**

- January through April, the majority of our time and efforts were involved with snow removal, storm damage clean up (trees), Riverfront clean up (flood related)
- ground cover, or woodcarpet was checked and replaced under all play apparatus (495 cy.) 3 tractor trailer loads
- removed and trimmed trees on various City-owned properties
- removed trash and weeds from various City-owned properties
- removed trash from all parks and play areas (234.87 tons)
- placed sponsor and special event banners
- assisted Special Events Director with all City functions and special events
- set up, tear down, and clean up for all special events City-wide
- assisted Recreation Department with events and programs as needed or requested
- assisted City Island Superintendent as needed or requested
- set up ballfields for sporting events (football, soccer, softball, hardball, lacrosse, etc.)
- set up, tear down, and clean up for concerts (Reservoir Park, Italian Lake, Barge)
- replaced some existing 6' benches with 12' benches
- assisted Shipoke Neighborhood Association with replanting trees and shrubs on Race Street plot
- cast new concrete bench ends
- repaired and painted City work boats
- repaired snow plows
- assisted Public Works (snow plowing, salting, etc.)
- assisted other City departments as needed or requested (Highway, Water, Sewage, Police, fire, etc.)
- assisted any City agency as needed or requested
- made minor and major equipment and facility repairs (in-house) to all facilities
- repaired and painted equipment (as needed)
- cut and placed Christmas trees (City Hall, 21<sup>st</sup> & Market)
- placed herbicide and mulch at all city owned traffic islands, formal gardens and planted beds  
(11 tractor trailer loads were spread which is equal to 263 tons of mulch was spread in 2004)
- decorated Christmas tree (City Hall)
- placed and removed Hospice Christmas tree (Front and Walnut)
- painted various offices in City Hall
- chipped Christmas trees that were collected from City residents (1,042 trees)
- assisted the Harrisburg School District with upkeep and maintenance advice and direction
- assisted with placement of Cows for Cow Parade on City Island and Riverfront Park.

### **Shade Tree Report**

220 Calls for requests for service

150 Requests for service were completed as of December 2002

68 Permits were issued to remove, plant, or trim trees.

64 Notices were sent for removal of dead, dangerous, or nuisance trees

Trees on or along City parks and play areas were also maintained by this Department

Trees and shrubs on any City property were trimmed, planted, or removed upon request.

Trees were planted for Arbor Day, Earth Day, special dedications, and Greenbelt projects.

Note: The numbers for requests for service and completed requests does not determine the actual number of trees trimmed, removed, or planted. Some properties have several trees on site. There were areas where numerous complaints were called in, entire City blocks were trimmed and/or maintained.

During 2004, there were various wind storms as well as a Tornado on August 4, 2004, that resulted in over 257 calls with approximately 2,600 man hours in clean-up activities.

## **CITY ISLAND SUPERINTENDENT REPORT**

**City Island Superintendent Report 2004**  
**Park Permit Summary**

Total Permits	=	202
Total Revenue from permits	=	\$50,650
Total estimated attendance from permitted events	=	80,000+

(Total figures do not include attendance and revenue for the Artsfest, American Musicfest and the Kipona celebrations)

**Employees**

City Island Superintendent/Assistant Director - Jay Browning  
Skyline Groundskeeper - Kenny Cook

**Highlights**

Armed Forces Day Weekend (est. 25,000 attendance) - Various branches of the Military showcased equipment and gave live demonstrations.

**Facility Maintenance**

**Beach House and Beach**

- hosed down Beach with the assistance from our Fire Department
- cleaned restrooms and lifeguard area
- mowed and whipped areas weekly
- winterized building

**Carousel Pavilion**

- swept, degreased and applied concrete sealer/finish to entire floor
- painted and repaired 50 picnic tables which are used in and around the facility
- removed trash after each event
- mowed and whipped field area biweekly
- brought all four fire extinguishers up to code

**Flag Poles**

- replaced all flags at beginning of season
- flew flags at half mast when appropriate

**Harbourtown**

- removed, painted, repaired and set-up all buildings for season
- mowed and whipped grass areas biweekly
- kept wood carpet at appropriate levels

**Historic Trolley**

- wiped off and swept weekly

**John Harris Trading Post**

- mowed and whipped grass areas biweekly
- watered flowers daily during summer months

**Nature Trail**

- trimmed shrubbery as needed
- ARC Youth group distributed fresh wood carpet through trail as a community service project.

**Nineteenth Hole**

- mowed and whipped areas biweekly
- placed six picnic tables throughout area
- seeded area as needed

**North and South Parking Lots**

- removed all litter from lots daily
- Highway Department ran street cleaner through parking lots weekly

**RiverSide Stadium**

- brought all fire extinguishers up to code
- painted locker and restroom areas
- made repairs (water fountains, toilets, sinks, applied fresh anti-skid tape on steps throughout facility
- prepared Stadium for opening day
- closed flood doors for the winter months

**Riverview Pavilion**

- washed tables and cleaned floor daily
- removed graffiti and litter when needed
- mowed and whipped area biweekly
- brought fire extinguisher up to code
- removed trash after each event



## **SouthPointe Marina**

-trimmed trees

## **Skyline Sports Complex**

-**February** - Edged in-field

-**March** - Soil test performed. Rolled field and repaired damaged areas. Reseed where needed and added infield mix.

-**April** - Applied ADrive@ to remove clover on field at a rate of one pound per 1,000 sq. ft. with starter fertilizer (18-24-12)

-**May** - Fertilize with slow release mix at a rate of 1b. of nitrogen per 1,000 sq. ft.

-**June** - Used Merit (14-0-14) for grub control seeded areas as needed, fixed divots from football games

-**July** - Seed as need, treated diseased areas, applied (18-0-18) fertilizer

-**August through October** - Seeded as needed, corrected divots, treated field for damage from soccer and football, applied (24-5-11) to add iron to field) which helps make field greener and more attractive.

-**November** - Topdress field with sand and peat moss, aerify in four directions, seed and fertilize with (18-24-12), repaired sideline damage from heavy use during football season

-**Routine Maintenance**- Mowed field as needed (sometimes three times per week), freshened wood carpet in workout area of skyline, trimmed embankments, painted sheds ash chipping and peeling occurred, painted tables as needed (assisted by a community service worker), cleaned restrooms twice daily, daily litter pickup

-**Types of Events** - Semi-pro football, softball, volleyball leagues, Karate tournaments, movie nights, picnics and family reunions, professional soccer games as well as high school soccer games.

**THE END**